

**Capital Area Human Services District Board Meeting – via ZOOM  
April 12, 2021**

**Directors Present:** Gerri Hobdy, Chair; Kathy D’Albor; Dwayne Bailey; Laverne Aguillard; Toddie Milstead; Virginia Pearson; Genny Nadler Thomas; and Rachael Wilkinson

**Directors Absent:** Amy Betts; Vickie King; Rikki Permenter, PhD; Thomas Sawyer, Vice Chair; Edward Songy, Jr.; Stephanie Webb and Mary Winfield

**CAHSD Staff:** Janzlean Laughinghouse, PhD, LCSW-BACS, LAC; Shaketha Carter; John Nosacka; Hagga Johnson; and Karen Bray

**Guests:** Angela deGravelles and Rusty Jabour

	<b>RESPONSIBLE PERSON</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP</b>
Approval of the April 12, 2021 Consent Agenda and Approval March 1, 2021 Minutes.	Ms. Hobdy	Ms. Gerri Hobdy, Board Chair, called the meeting to order at approximately 1:20 p.m. Roll was called and a quorum was not present.  Ms. Hobdy thanked the Board members present for attending. Dr. Laughinghouse stated that she would give her report since those topics don’t require a vote.	
Public Comment	Ms. Hobdy	There was no public comment made via the email address designated for submitting comments nor through the Zoom meeting chat.	There was no public comment.
Communications	Dr. Laughinghouse	Dr. Laughinghouse provided an overview of the following events: <ul style="list-style-type: none"> <li>• 2021 Opioid Misuse and Prevention &amp; Treatment Educational Series offered during the month of April. The first meeting was on April 8<sup>th</sup> from 12:00-1:00pm with approximately 55 attendees. Meetings will also be held on April 15<sup>th</sup>, April 18<sup>th</sup> (for teens) and April 29<sup>th</sup>.</li> <li>• Medication Safety for Seniors- Coming soon, will information on safe medication practices, disposal of unused prescription medications.</li> <li>• Podcast: “The Area” – April 29<sup>th</sup> – A new podcast series about important topics in behavioral health, developmental disabilities, prevention and addiction recovery services. In the first edition, Matt Green, LAC, CCGC offers gambling help.</li> <li>• April Behavioral Health Collaborative Meeting – postponed</li> <li>• Gambling Awareness Month (Interview) – posted on CAHSD Facebook and features a CAHSD client story.</li> <li>• WVLA-TV 33 local TV special on "What Every Family Needs to Know About Opioids." Program airs on April 22<sup>nd</sup>. Dr. Laughinghouse and Dr. Bryan Gros are participants along with</li> </ul>	

		national, regional, state and local officials.	
CAHSD COVID-19 Vaccinations Update	Dr. Laughinghouse J. Nosacka	<ul style="list-style-type: none"> <li>J. Nosacka provided a brief status update re: the vaccination clinics. He stated that there has not been enough people requesting the vaccination to open a vial. There are ten vaccinations per vial and it must be used within 6 hours.</li> </ul>	
Legislative Audit Update	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>The CAHSD Legislative Audit is still ongoing. She provided detail on the process/communication between the surveyors and designated CAHSD staff.</li> </ul>	
Organizational Culture Update	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>Dr. Laughinghouse provided an overview of the upcoming spring 2021 Listening Tour with CAHSD staff across the District. She explained that due to COVID and the recent moves, the staff survey and visits had been postponed. They will meet with people by job type, i.e. social workers, across the District. Peer to peer only, no supervisors.</li> <li>R. Jabour will facilitate the meetings. She provided information on the questions that staff will be asked. The goal is to obtain feedback and suggestions and use the information to improve the organizational culture.</li> </ul>	
CARF Preparation Update	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>The CARF survey will most likely be conducted virtually. K. Pino has met with each division director to review and make sure they understand the CARF standards related to their areas.</li> </ul>	
Electronic Health Record Update	Dr. Laughinghouse J. Nosacka	<ul style="list-style-type: none"> <li>Dr. Laughinghouse reported that CAHSD is getting ready to kick off the EHR implementation this month with three days of training. She commended J. Nosacka for his work on this project.</li> <li>J. Nosacka provided the following information: <ul style="list-style-type: none"> <li>The EHR Company selected is Qualifacts CareLogic. He explained how the system is built from the ground up.</li> <li>The Project Team has been very busy. CAHSD has a projected “go live” date in October 2021.</li> <li>Train the Trainer is scheduled for mid-August.</li> </ul> </li> </ul>	
Self-Generated Revenue (SGR) January & February 2021	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>An overview of the January and February 2021 SGR reports was provided. CAHSD is at 67% of our FY 2021 collections goal.</li> </ul>	
Board Member Business Cards	Dr. Laughinghouse	<ul style="list-style-type: none"> <li>A sample CAHSD Board member business card was presented for review. The card will include the both the individual Board member’s name/contact information/parish served and the contact information for Dr. Laughinghouse. There was board discussion regarding the use of the cards. Cards will be 2.5 X 4. Board members who wish to have printed or electronic business cards should email K. Bray their contact information.</li> </ul>	

Board Membership	Dr. Laughinghouse K. Bray	<ul style="list-style-type: none"> <li>Per Roz Moore with w/ Boards and Commissions: <ul style="list-style-type: none"> <li>➤ Ms. G. Hobdy has been reappointed</li> <li>➤ Nominations for Point Coupee are under review and will be submitted to Governor Edwards as time permits.</li> </ul> </li> </ul>	
Report from Chairman			
<b>Governance Policy Review by Direct Inspection/Board Business</b>			
Compensation and Benefits (% Default Merit: Report)	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Compensation and Benefits (% Default Merit: Report)</li> </ul>	Pended - will be included on 5/3 agenda
Board Committee Principles	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Board Committee Principles Policy</li> </ul>	Pended - will be included on 5/3 agenda
Public Comment	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Public Comment Policy</li> </ul>	Pended - will be included on 5/3 agenda
Retreat/Board Development	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Retreat Board Development – Pended, Date TBD</li> </ul>	
Convene Nominating Committee for Officers	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>Convene Nominating Committee for Officers</li> </ul>	Pended - will be included on 5/3 agenda
April 2021 Policy Review Assignment		<ul style="list-style-type: none"> <li>April Policy Review Assignment: Unity of Control, R. Permenter, PhD (no action)</li> </ul>	Pended - will be included on 5/3 agenda
May 2021 Policy Review Assignment	Ms. G. Hobdy	<ul style="list-style-type: none"> <li>May Policy Review Assignment: Accountability of the Exec. Dir. – TBA</li> </ul>	Pended - will be included on 5/3 agenda
Tier 2.1 Personal Financial Disclosure Statement	Ms. Gerri Hobdy	<ul style="list-style-type: none"> <li>Tier 2.1 Personal Financial Disclosure Statement Packet was provided – Board members were reminded of the due date to submit the required statement and the penalties associated with late/not filing.</li> </ul>	
Adjournment/Next Meeting	Ms. G. Hobdy	The next Board meeting is on May 3, 2021, at 1:00 p.m. Meeting location or online access information will be provided when determined. Mr. D. Bailey made a motion to adjourn the meeting. Ms. V. Pearson seconded the motion. The meeting was adjourned.	

